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ABSTRACT

Written from the perspective of a working director, this book is a guide to setting fair and appropriate behavior rules and training staff in how to implement them. Policies for exhibit and meeting room use; issues surrounding street people, the mentally ill, and substance abusers; sexual deviancy and parental child abuse in the library; unaccompanied children; community censorship; and general security are among the topics. Emphasis is placed on staff training and writing effective manuals. Appendices include information on the following: the Library Bill of Rights; exhibit spaces and bulletin boards; meeting rooms; American Library Association guidelines for the development of policies and procedures regarding user behavior and library usage; two sample exhibit and meeting room policies; and sample procedures and policies. (AEF)

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